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Minnesota state library commission

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OF THE
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Minnesota State Library Commission.

Publication No. 2.

JUNE, 1904.

PUBLIC DOCUMENTS
IN THE
SMALL PUBLIC LIBRARY.

1904

MINNESOTA STATE LIBRARY COMMISSION.

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INTRODUCTION.

Some of the publications of the U. S. government are to be found in every public library and there is no class of books which is more puzzling to the average librarian. While many of these publications contain much valuable matter, the miscellaneous collection which is found in most libraries is of little use. The purpose of this circular is to give practical suggestions with regard to the treatment of public documents in the small libraries. How to weed out and dispose of those which are of little or no value to the small library; how to obtain those which will be of real value and how to arrange and catalog them so that their contents will be made easily available.

The reference use of public documents through the various official catalogs and indexes will not be discussed here. The article by Mr. Lane, noted in the reference list at the close of this article will be found helpful in this connection. The utmost familiarity with these aids is necessary to make the most of your documents and if such sets as are named in the following lists do not prove useful to any library the fault will be more that of the librarian than of the documents.

The list of seventeen recommended sets compiled by J. I. Wyer, Jr., was originally prepared for the *Buying lists of recent books* issued by the Wisconsin free library commission, and acknowledgment is hereby made to the Wisconsin commission for permission to reprint the material in this form. The Minnesota commission is also indebted to Mr. Wyer for the preparation of the following material.

NOTE.—In capitalization the rule of the Library of Congress has been followed, using capitals only for the first word in names of bodies or government departments.

UNITED STATES PUBLIC DOCUMENTS.

BY J. I. WYER, JR.,

Librarian, University of Nebraska.

WHAT NOT TO GET.

A small library does *not* want all the documents it can get. It is not its province to collect books indiscriminately or to keep all it can get. Remember that every book added to your library costs so much good money (usually more than you think) to prepare for the shelves, to catalog and even to keep standing on the shelves unused and uncalled for. A book rarely or never used has small place in a small library even if it be a government document and free as air.

Give your congressmen and senators to understand that you wish to be consulted before they send your library unsolicited offerings. Examine carefully everything which comes to the library, and deal promptly with undesirable gifts. Sort out the volumes you want, acknowledge them courteously, but resack those you do not want and ask your congressman or the Superintendent of documents for return franks.

WHAT TO GET.

The U. S. government issues each year more than a thousand separate books and pamphlets. Only the very largest library needs *all* of them, but even the smallest library ought to get and use *some* of them. Naturally the difficulty is to know which ones to get. It is the purpose of this list to call the attention of libraries of less than 20,000 volumes to a few of the regularly issued government serials which seem to promise most usefulness to them.

Suppose such a library decides to get and maintain ten, twelve or all of these sets as indicated below; steps should

be taken to have its name placed on the regular mailing lists of the government offices which issue all of these serials, so that future volumes or numbers may come regularly without the annual renewal of requests.

Send a careful, explicit list of just what serials you want to your local congressman and ask him to see that this is done.

Then try to get, either from him, from the Superintendent of documents, or from the issuing offices in Washington, the volumes needed to complete your sets. Many of them can be had without cost; some of them your library will have to buy.

Besides these seventeen suggested serial publications there will be issued from time to time a few other documents of special local interest or on a subject of particular timeliness or popular interest, and every wide-awake library will want to know about them.

The natural way to learn of such documents is to examine the *Monthly catalog of U. S. public documents* issued each month from the office of the Superintendent of documents, but unfortunately the edition is limited by law, and this chief source of information as to just what is being printed at Washington is not available for many libraries that would be glad to get it regularly.

To make some such information accessible to libraries that cannot get the *Monthly catalog* the Wisconsin free library commission has printed in its *Buying lists* Nos. 7, 8 and 10, lists of recent government documents which seem likely to be of interest to small libraries. These lists will probably be continued from time to time.

Selected government serials recommended for small libraries.

U. S.—Agriculture, Dep't of.

Farmers' bulletins..... 630

The numbers in this series treat in a practical, simple and untechnical way of subjects of particular interest to farmers and gardeners. Upon application to the department, the name of your library will be placed on the mailing list or the bulletins may be got through your congressman. These bulletins are not bound by the department, so each library will do well to bind them in volumes of convenient size.

Yearbook of the Department of agriculture..... 630

An encyclopedia of practical, popular articles on specific topics and a description of the organization and work of the department. A larger edition is printed than of any other public document, and as most of them are distributed by congressmen, it will be easiest to get in that way.

Catalog cards for each article in the Yearbook and for each Farmers' bulletin may be had from the Librarian of the Department of agriculture at Washington.

The Yearbooks 1894-1900 are also indexed in Bulletin 7 Division of publications, Department of agriculture.

The Department of agriculture is the largest publisher of documents interesting and valuable to small libraries. It is anxious to get its publications into the hands of the people and active in advertising them. Its *Monthly list of publications* will be sent free to any applicant. A *List of bulletins, circulars, etc., available for free distribution* is printed at intervals and includes the publications which are of most general interest. Each bureau and division issues now and then for free distribution a list of its own publications, for example, *List of publications of the Botanical division*, 12 pages, December, 1902; *List of publications of the Soils bureau*, 14 pages, January, 1903; *List of publications of the Office of experiment stations on irrigation*, 8 pages, October, 1902. These lists are all well worth getting, the latter serving as a useful bibliography. Look them over and see if there is any item which you are very sure will be useful to you in your library, but do not let them tempt you to aimless acquisition or to starting ill-considered "sets," just because they may be had for the asking.

The Forestry bureau has recently issued, as bulletin 36, the *Woodman's hand book*, part 1, by H. S. Graves. This useful little volume contains rules for finding the contents of logs and standing timber; methods of estimating timber; a brief outline of forest working plans and a description of instruments useful in the woods. It should prove of special service in Minnesota, Wisconsin and Michigan. The free distribution of this book will be limited to your congressman and the Department of agriculture. There are no copies for sale or distribution by Superintendent of documents.

Circular 24, from the office of road inquiry on highway maintenance and repairs, is a compilation of testimonials and arguments favoring good roads, chiefly from Wisconsin men and papers.

The Statistics division issues monthly the *Crop reporter*, which can be had through the office of the department, or through your congressman. It will be found of general interest among current periodicals in the reading room, especially during the crop season.

U. S.—Census office.

All publications..... 317.3

The report in 10 volumes of the 12th census for 1900 has now appeared and may be had by applying to the Director of the census or to your congressman. The *Statistical atlas*, a supplementary volume, will be found as useful as any of the other volumes.

The abstract of the 12th census, 1900, is a comprehensive manual of important statistics collected by the last census. It will be found an exceedingly useful reference manual supplementing the annual *Statistical abstract*.

U. S.—Civil service commission.

Annual report..... 351.6

Keeps one informed as to the vicissitudes of civil service and the organization and administration of the U. S. classified service. Candidates for government positions under the civil service are found in every state, and the latest edition of the manual of examinations should be available in all libraries. The commission distributes all publications on application without cost.

U. S.—Commerce and labor, Dep't of.

Monthly summary of commerce and finance..... 380

Within two years this publication has added to its statistical information a number of extremely well done and valuable articles on commercial and financial tables. Recent numbers contain, for example, monographs on "Great canals of the world," "Movement of prices, 1840-1901."

Many of these articles are reprinted separately.

If you are unable to get this journal directly from the publication bureau, your congressman can.

U. S.—Congress.

Congressional directory..... 328

Three or four editions, embodying changes and corrections, are issued during each session of congress. One edition per session is enough for the average public library.

Congressional record..... 328

This is the daily record of the debates and proceedings in both houses of congress. It should be secured and placed on file in the reading room with other daily papers and it

will be as much sought after and as much read as any of them. It is necessary to apply to your congressman at the beginning of each session, as one session's mailing list does not hold over.

U. S.—Education, Bureau of.

Annual report of the commissioner..... 370

A great store-house of contemporary educational history, statistics, laws and information. The most important educational publication in the country. Indexed to 1898 in the second edition of the A. L. A. index.

The edition of the cloth bound set, in which it first appears, is limited, and the surest way to get a copy is to address your congressman.

Circulars of information..... 370.9

If possible, try to get your library placed on the mailing list for this series of contributions to the history of education in the different states. The four numbers issued in 1902 are histories of education in Pennsylvania, West Virginia, Minnesota and Nebraska, and in 1903, for Maine, Texas and Colorado. Indexed to 1899 in the second edition of the A. L. A. index.

U. S.—Interstate commerce commission.

Annual report..... 385

A formal detailed report of the activities of the commission is followed by a syllabus of all decisions made.

Statistics of railways in the U. S..... 385

An invaluable compendium of statistical information. Will answer in most libraries instead of Poor's manual.

All publications of this commission are distributed without cost upon application to the department.

U. S.—Labor, Bureau of.

Annual report of the commissioner..... 331

Special reports 331

Are of utmost usefulness to the librarian who will take pains to find out what is in them. These publications are distributed without cost upon application to the department. The first set is indexed to 1899 in the second edition of the A. L. A. index and the Bureau of labor issued in 1902 its own excellent index to both sets as well as to the sets of labor reports from the different states.

U. S.—Mint, Bureau of the.

Report of the director of the mint..... 332

The information on coins, coinage and money which this report contains is frequently in request.

U. S.—National museum.

Annual report..... 507

The chief reason for including this title is because the volumes to and including 1898 are indexed in the A. L. A. index. The articles are usually on American archaeology, well illustrated but not exactly of a popular sort.

U. S.—State, Dep't of.

Consular reports..... 382

Contains short reports from U. S. consuls all over the world on trade conditions, probable markets, suggestions for stimulating commerce, items from experience or practice of other nations, etc.

Will not be of very great use in the smaller libraries and the title is included here mainly because the set is indexed to vol. 60 in the second edition of the A. L. A. index. Index numbers to the Consular reports (not in the regular numbered series) have been issued by the Department of state as follows:

Nos. 1-59. Vols. 1-17.

Nos. 60-111. Vols. 18-31.

Nos. 112-151. Vols. 32-41.

Nos. 152-203. Vols. 42-54.

Nos. 204-239. Vols. 55-63.

Some of these are out of print but every library maintaining this set should get them all if possible, bind and shelve them at the beginning of the set.

The Consular reports appear monthly in pamphlet form, but if it is found that they are in demand they can be had later bound in cloth from the Dep't of commerce and labor, which now issues them.

U. S.—Statistics, Bureau of.

Statistical abstract of the U. S..... 317.3

Appears annually and is the most useful summary of statistics relating to our country that is printed. May be had in advance edition bound in paper and is available through congressmen.

List of single, complete documents which should prove useful in Minnesota libraries.

Clements, J. M.

The Vermilion iron-bearing district of Minnesota.

463 p. Q. and atlas F. Wash. 1903. (U. S. —Geological survey. Monograph 45.)..... 557.7

Although prepared primarily for technical geologists, many others, especially in Minnesota, will be interested in the maps and pictures.

Egleston, N. H.

- Arbor day, its history and observance. 80 p.
 il. O. Wash. 1896.....371.89
 Issued from the Department of agriculture, but not in any
 of its regular series.

Heitman, F. B.

- Historical register and dictionary of the United
 States army, from its organization, Sept. 29, 1789,
 to March 2, 1903. 2v. Q. Wash. 1903. 355
 This is the unofficial work of a private compiler, purchased
 and published by the government by authority of an act
 of congress approved March 3, 1903.
 It contains list of general officers of the U. S. army and of
 U. S. volunteers, 1775 to 1903; complete chronological
 roster of chiefs of bureaus, staff corps, field and staff offi-
 cers of the line; officers who have been thanked or re-
 warded by congress, and a number of miscellaneous lists
 of officers, battles, wars, forts, cemeteries, etc., covering
 the entire period of our national life.
 The major portion of the work is taken up with a complete
 alphabetical list of commissioned officers of the army, in-
 cluding officers of the volunteer staff, giving their full
 names, records of service with ranks attained.
 This valuable reference work does not bear the imprint of
 any department or bureau, so it would seem that appli-
 cation to your local congressman would be most likely to
 get it.
 It is advertised in the *Monthly catalog of U. S. public docu-
 ments* as for sale by the war department for \$2.

Hermann, Binger.

- The Louisiana purchase and our title west of the
 Rocky mountains with a review of annexation by
 the United States. 87 p. Q. Wash.
 1900 978
 There is an authorized reprint as *House document 708, 56th
 Congress, 1st session*, of this timely and valuable monograph
 originally published in 1898 and no longer to be had in the
 original form. It has just been distributed to depository
 libraries as serial number 4002 and may be had from con-
 gressman in pamphlet form and probably in somewhat
 limited numbers.

Leith, C. K.

- The Mesabi iron-bearing district of Minnesota.
 316 p. il. Q. Wash. 1903. (U. S.—Geological
 survey. Monograph 43.)..... 557.7
 Good pictures and maps.

Moore, J. B.

History and digest of the international arbitrations
to which the U. S. has been a party. 6v. O.
Wash. 1898..... 341.6

U. S.—Animal industry, Bureau of.

Special report on diseases of cattle and on cattle feed-
ing. 496 p. O. Wash. 1892..... 619.2

Special report on diseases of the horse. Ed. 2.
600 p. O. Wash. 1903..... 619.1

U. S.—Anthracite coal strike commission.

Report to the president on the anthracite coal strike
of May--Oct. 1902. 257 p. O. Wash.
1903 331.89

There is an earlier less desirable edition without the ap-
pendices. The report, probably, can be got from your
congressman, and the Superintendent of documents offers
it for 15 cts.

U. S.—Congress.

Abraham Lincoln, James A. Garfield, William Mc-
Kinley. 246 p. Q. Wash. 1903.
(57th congress, 2d session, senate document, 219.) 920

A collection and republication of the memorial addresses
delivered in congress on the three martyr presidents, by
J. G. Blaine, Geo. Bancroft and John Hay respectively.
The separate address on McKinley is also published as
House document 453.

Biographical congressional directory, 1774-1903, Con-
tinental congress to the 57th congress. 900 p.
Q. Wash. 1903..... 328.73

Also includes biographies of the executive officers of the
government 1789-1903. Issued in paper at 90 cents, cloth,
\$1, and will be sent depository libraries in sheep as *House
document 458, 57th congress, 2d session*. Your congressman
should be able to tell you whether it is to be had gratis
and how.

Revised statutes of the United States. Ed. 2.
Wash. 1878..... 345.2

Two supplements bring the work almost down to date.
These books are never distributed free, but the three vol-
umes may be had from the Superintendent of documents
for \$7.75.

U. S. District of Columbia, Committee on (Senate).

The improvement of the park system of the District
of Columbia. 179 p. O. Wash. 1902. **917.53**

Contains many fine pictures and plans showing the projected transformation of Washington city. Of especial interest to those in civic improvement work.

U. S.—Foreign relations, Committee on (Senate).

Compilation of treaties in force 1898. 779 p. O.
Wash. 1899. (Serial No. 3822)..... **341.2**

U. S.—Industrial commission.

Report. 19v. O. Wash. 1900-02..... **331**

This set has been pronounced the most notable document ever published by our government. It treats of capital and labor and the many social topics which result from their inter-relations. It is a pity that the edition was so soon exhausted. The set is very hard to get, the Sup't of documents having none for distribution and the quota with congressmen having been distributed long ago. The volumes occur in the congressional set as serial numbers 3990-92, 4168-69, 4338-49.

U. S.—Insular affairs, Bureau of.

Pronouncing gazetteer and geographical dictionary of the Philippine islands, with maps, charts and illustrations. 933 p. O. Wash. 1902.
(Serial No. 4240)..... **919.14**
Sold in cloth binding for \$2.10 by the Sup't of documents.

U. S. Printing, Joint committee on (Congress).

Celebration of the one hundredth anniversary of the establishment of the seat of government in the District of Columbia. 343 p. Q. Wash.
1901 **917.53**
Seven thousand copies were printed, most of which were distributed by members of congress.

CLASSIFICATION AND CATALOGING.

The small library or any non-depository library but the largest, should classify sets or single volumes of government documents like any other books and place them on the shelves with any other books on the subjects. Shelf government documents on education with the other books on education. Shelf the reports of the U. S. Commissioner of labor with the books on labor. In short, for purposes of classification, forget that they are government documents and incorporate them into the subject arrangement of the library, exactly as you would so many ordinary books. The Decimal Classification numbers are given in the preceding list.

Many useful government documents will come in pamphlet form. When these form part of a series, such as the *Consular reports*, they should be entered regularly on a check list like any other serial. If the library already has bound volumes of the set, put the full call number on every pamphlet and keep them in pamphlet boxes just after the bound volumes of the set. For some of these continuations, the government, from time to time, issues bound volumes. For example: *The Monthly summary of commerce and finance* and the *Consular reports*, and in each case the bound volumes, when they come, will replace the unbound numbers. Others, like the *Circulars of information* from the Bureau of education and the *Farmers' bulletins* are never bound by the government and the library must bind them, as volumes of convenient size accumulate.

If a pamphlet is not a continuation, treat it like any other pamphlet, i. e., put class number only, in upper left hand corner and place on the shelves in the pamphlet box, containing all pamphlets belonging to that class. If it contains 75 or 100 pages, is complete in itself, and seems to promise usefulness, it should be bound and treated like any book.

Intelligent cataloging of government documents requires intimate knowledge of the organization of the national government, of the different duties and functions of the various offices and a clear understanding of the relations between the documents themselves and the bodies responsible for them. A careful study of the *Congressional directory* will do much

Subject entries should follow the general rules of the library, and the amount of analysis possible will depend upon the amount of time and money available for cataloging purposes and the special needs of the library. As already indicated in the list of recommended sets, some of these are analyzed in the A. L. A. Index to general literature, and sets of catalog cards may be obtained from the library of the Dep't of agriculture for all publications of that department. The A. L. A. publishing board also prints analyticals for sets like the Smithsonian institution collections, National museum proceedings, and American historical association. The Library of Congress is analyzing some sets, and the problem of cataloging public documents will undoubtedly be much simplified by means of printed cards.

Reference list on U. S. public documents.

American library association. Committee on public documents.

Annual report (in Proceedings of annual conferences of the A. L. A., 1891—date).

Hasse, A. R.

The nation's records. (In Forum 25:598.)

Describes the deplorable failure of the United States to preserve, collect and arrange their official records.

U. S. government publications; a hand book for the cataloger. 4 parts. 1902-03.

The two parts that have appeared are of greatest value to larger libraries.

Lane, L. P.

Aids in the use of government publications. (In American statistical association. Publications. 7:40-57.)

Especially useful because it lists and describes the various indexes to government documents.

U. S.—Congress.

Official congressional directory. 58th congress, 2d session, 1903. p. 257-90.

Or the section "Department duties" in any recent edition of the directory.

Statutes at large, 28:601-24.

The text of the present printing law known as the Act of Jan. 12, 1895. The sections of most interest to libraries are printed in Library journal, 20: 13-20.

U. S.—Documents, Superintendent of.

Annual report (in Report of the public printer, 1895—date.)

Also issued in separate form and numbered 1 to 9.

U. S.—Government printing office.

Report of public printer for the year ending June 30, 1901. 359 p. (57th congress, 1st session. Senate doc. 19 in serial no. 4220.)

Wisconsin free library commission.

Buying list of recent books. nos. 7, 8 and 10. 1902-03.

Each contains a list of public documents for small libraries.

MINNESOTA STATE PUBLICATIONS.

BY WARREN UPHAM,

Secretary, Minnesota Historical Society.

NOTE.—The following paper (with slight changes), was a report to the Minnesota Library Association, at its annual meeting held in Minneapolis, July 12, 1902, of its special committee on state publications available for distribution to town and city libraries. A complete bibliography of Minnesota state publications has been prepared by E. A. Nelson, state librarian, for publication in Part 3 of *State publications*, a provisional list of the official publications of the several states of the U. S., edited by R. R. Bowker, and published by the *Publisher's weekly*. This bibliography will also be incorporated in the next report of the state librarian and a copy will be available for every public library in Minnesota.

The state publications are very useful and important for every public library in our state, as they give information on all subjects relating to the history, development, and resources of Minnesota, its public institutions, government, commerce, manufactures, and agricultural and mining products. These publications should be carefully collected and preserved, in full series for each year or biennial term, by every city and town library, and by the libraries of universities, colleges, seminaries, and high schools.

The following list includes the most valuable state publications which are available for all public libraries, with sources from which they may be obtained. The Dewey Classification numbers have been added to the list and the form of entry is that recommended for use in cataloging.

Minnesota.

Executive documents..... 353

This publication, issued each two years is usually bound in four or five volumes, which contain reports of state officers and institutions, as follows:

State treasurer.	State agricultural society.
Secretary of state.	Bureau of labor statistics.
Auditor of state.	Railroad and warehouse commission.
Attorney general.	Hospitals for the insane.
Adjutant general.	State board of corrections and charities.
Public examiner.	
Sup't of public instruction.	

The executive documents are distributed under direction of the Secretary of state, to whom application should be ad-

dressed. Each report in the executive documents may also be obtained separately by addressing the officer or department so reporting, at St. Paul.

Minnesota.—Agricultural experiment station.

Annual reports.....	630
Bulletins	630

Pamphlets on topics of farming and stock-raising, embodying the results of experiments and researches at the several experimental farms. These reports comprise many papers of great importance to botanists and entomologists, as well as those of direct interest and value to the practical farmer. Address the College of Agriculture, University of Minnesota, St. Anthony Park.

Minnesota.—Dairy and food commissioner.

Biennial reports.....	637
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Includes statistics of Minnesota creameries, butter and cheese making, a large and rapidly growing industry. Address the commissioner, St. Paul.

Minnesota.—Fire warden.

Annual reports.....	634
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For these reports concerning the forestry of Minnesota, address Gen. C. C. Andrews, Chief fire warden, St. Paul.

Minnesota.—Geological and natural history survey.

Annual reports, 1872-1900.....	557-7
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24 reports published under the direction of Prof. N. H. Winchell, state geologist, mostly now out of print.

Geology of Minnesota:—Final reports. 6 v. in 7.....	557-7
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The final reports of this survey are still available for every public library, comprising seven quarto volumes (vol. 3 is in two parts) with many maps and other illustrations. They fully describe the resources of the state in mining and quarrying, agriculture, forestry, etc. Address Prof. W. W. Folwell, librarian, State University, Minneapolis.

Botanical series.....	580
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No. 3 of this series, Minnesota plant life, by Conway Macmillan, is of especial value, and should be in every library. For this series, address Prof. Conway Macmillan, state botanist, State University, Minneapolis.

Zoological series.....	590
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For the reports and publications in this series, address Prof. Henry F. Nachtrieb, State University, Minneapolis.

Minnesota.—Health and vital statistics, Board of.

Biennial reports..... 614

Address the secretary, Dr. H. M. Bracken, St. Paul.

Minnesota historical society.

Collections 977.6

These form a series of nine volumes published from 1850 to 1901, treating in very full details of the history of Minnesota and adjoining parts of the Northwest, with many biographies and portraits of the pioneers, founders and chief leaders of Minnesota as a territory and state. These historical collections are issued in limited editions, and are for sale by the society, mostly at \$2.50 per volume. The 10th volume of the series is in press and three further volumes are in preparation. Address the secretary of the society, St. Paul.

Minnesota horticultural society.

Annual reports..... 634

These reports, each about 500 pages, indexed, contain many papers of use to all interested in fruit-raising, gardening and farming. Address A. W. Latham, secretary of the society, 207 Kasota Block, Minneapolis.

Minnesota.—Insurance commissioner.

Annual reports..... 368

Address State Insurance Commissioner, St. Paul.

Minnesota.—Secretary of state.

Legislative manual 353

One of the most useful publications of the state, issued biennially, and containing in a single compendious and well-indexed volume, a vast amount of information about the government, state institutions, and history of Minnesota. According to law, every public library is entitled to two copies, which may be obtained from the Secretary of state.

Minnesota.—State librarian.

Biennial reports of the state library 027

The state law library in the capitol contains the published laws and reports of law cases for all the states. Address State librarian, St. Paul.

Minnesota state normal schools..... 370

The state normal schools in Winona, Mankato, St. Cloud, Moorhead and Duluth each publish annual catalogs, with statements of courses of study, etc. Address the principals of these schools.

Minnesota state public library commission.

Biennial reports..... 027

Handbook of library organization..... 020

The commission issues other publications and circulars from time to time, which are sent to every public library in the state.

Minnesota state university.

Catalogs, bulletins of courses of studies, and reports of various colleges and departments..... 378

Address President Cyrus Northrop, State University, Minneapolis.

Three other series of state publications should be noted, but they will be needed only by the larger city libraries.

Minnesota.—Legislature.

Journals of the House and Senate, 1849-1879 (annually), 1879-1903 (biennially)..... 345

Laws of Minnesota (enacted by the successive Legislatures) 345

These series are not available for general distribution, but may probably be secured for the libraries of large towns and cities.

Minnesota.—Supreme court.

Reports of cases argued and determined in the supreme court of Minnesota, 1849-1903. 87 v..... 345

Not for public distribution. Correspondence about these series should be addressed to the Secretary of state, St. Paul.

Besides these state publications, our town and city libraries will also find it very useful to secure the catalogs of other special schools, academies, colleges, and universities in this state, and the reports of its large cities, as Minneapolis, St. Paul, Duluth, Winona, etc., including the reports of the Board of trade or Chamber of commerce, the City comptroller, Park boards, City corrections and charities, Health departments, Water boards, City engineers, School superintendents, Public libraries, etc.

Another class of publications, quite useful for reference in any town library, consists of the annual reports, for the

state, of its chief religious denominations, which may usually be secured if the librarian will take a little care to learn where inquiries for them should be addressed.

The public libraries of our state, by the request of their librarians, will usually be placed on the mailing lists of these various state and city departments, and other organizations, so that these reports in ensuing years will be forwarded as soon as published.

For past years the series can rarely be supplied. If some of them seem, for special reasons, to be greatly needed, an explanation of these conditions in making application to the head of the department or commission will receive due consideration, sometimes securing the series as desired; but in many or most instances the supply of former years has been exhausted. For the present and future, each of our public libraries may obtain, by asking, nearly all of the reports here noted.

A commendable pride in our North Star State, and desire for its advancement in every worthy direction, cannot fail to be kindled in the minds of all, young and old, who acquaint themselves, through these publications, with what our people have already achieved, with the grand capabilities of our agriculture, forests, and mines, and with our educational, religious, and governmental institutions.

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